

**A. TERMINATING OR DENYING CARE OR BENEFITS**

Effective January 19, 2002

**WAC 388-290-0110 What circumstances might affect my on-going eligibility for the WCCC benefits and when might I be eligible again?**

- (1) Your eligibility for WCCC stops when you:
  - (a) Do not pay copayment fees assessed by the department and mutually acceptable copayment arrangements are not made with your child care provider;
  - (b) Do not complete the requested review information before the deadline noted in WAC 388-290-0105 (2) (a); or
  - (c) Do not meet other WCCC eligibility requirements.
- (2) You might be eligible for WCCC again when you meet all WCCC eligibility requirements, and:
  - (a) Back copayment fees are paid; or
  - (b) Mutually acceptable payment arrangements are made with your child care provider(s).

**WORKER RESPONSIBILITIES**

- 1. Terminate WCCC benefits when
  - a. The circumstances in WAC 388-290-0110 apply, or
  - b. The consumer:
    - (1) Moves to another state, or;
    - (2) Requests termination.
- 2. When terminating WCCC:

- a. Notify the consumer at least ten days in advance of termination per WAC 388-290-0120, using the DSHS Form 15-247(X) WCCC Denial/Termination Notice. Cite the appropriate WAC references for the termination. See Terminating Eligibility - B. - Advance and Adequate Notice.
- b. Extend child care benefits beyond the eligibility period to cover advance and adequate notice requirements, if necessary. Payment made for child care used during a period of ineligibility is considered an overpayment to the consumer. See Overpayments.
- c. Inform the consumer about other child care subsidy programs.
- d. Give the provider advance notice whenever possible. Although it is not required to give the licensed / certified provider advance notice of services ending, it is a courtesy to do so and fosters good working relationships with them.
- e. Close / terminate the SSPS authorization.
- f. Complete the case notes in WCAP.